



2017 HIGHWAY SAFETY FUNDING GUIDELINES

**South Carolina Department of Public Safety
Office of Highway Safety and Justice Programs
December 2, 2015**

**Leroy Smith, Director of DPS
Phil Riley, Director of OHSJP**



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PURPOSE OF THE FUNDING GUIDELINES

The purpose of this manual, prepared by the Office of Highway Safety and Justice Programs of the South Carolina Department of Public Safety, is to outline the specific criteria to be followed in the preparation of Highway Safety grant applications and to assist potential applicants in determining whether a proposed traffic safety activity is eligible for funding in Federal Fiscal Year 2017. The manual provides direction for the state's highway safety planning process and presents concise guidelines to assist state and local agencies in obtaining federal funding support for highway safety programs. Highway Safety Funds are received on an annual basis from the National Highway Traffic Safety Administration (NHTSA) of the U. S. Department of Transportation.

Those interested in applying for FFY 2017 Highway Safety funding are strongly encouraged to attend the Funding Guidelines workshop to be held December 2, 2015. Information on the registration and location of the workshop can be found on page 2 of this manual. The deadline for registering for this workshop is November 30, 2015. Please note that only the following entities are eligible for consideration for Highway Safety funding: 1) State agencies; 2) private, non-profit organizations listed as 501(c)3; 3) political subdivisions (city/county governments); and 4) State, local and federally recognized Indian tribal governments.

Please note that a law enforcement applicant must be in compliance with Section 56-5-6560 of the South Carolina Code of Laws regarding the reporting of Public Contact Information to be considered eligible for funding. In addition: Applicants must not be delinquent in the submission of fines, fees, and surcharges to the State Treasurer's Office.

Federal Fiscal Year (FFY) 2017 Highway Safety Grant Applications must be received electronically in the Office of Highway Safety and Justice Programs by 5:00 p.m. on Friday, February 5, 2016. Applications received after 5:00 pm on February 5, 2016, will not be considered. The grant application must be completed using the Office of Highway Safety and Justice Programs' Grants Management Information System (GMIS), which is an online application process. The GMIS can be accessed through the South Carolina Department of Public Safety website at <http://www.scdps.gov/ohsjp> beginning December 3, 2015.

The application must be fully complete and submitted via the GMIS. Supporting documents and appendices relating to the application may be uploaded as an attachment to the application on the GMIS, or hard copies may be forwarded to the following address:

**LaToya Grate, Grants Administration Manager
SC Department of Public Safety
Office of Highway Safety and Justice Programs
Post Office Box 1993
Blythewood, SC 29016**



All supporting documents and appendices mailed in must reflect an application number and must be received in the Office of Highway Safety and Justice Programs by 5:00 PM on February 5, 2016. The application form plus required attachments constitute the total proposal. A multi-level review process will be used to determine the approval or disapproval of grant projects submitted. Grant award announcements will be mailed shortly before the beginning of the FFY 2017 grant funding cycle, which begins on **October 1, 2016**.

HIGHWAY SAFETY GRANT CYCLE FFY 2017

- November 17, 2015: Notification of Solicitation of Applications and Availability of Funding Guidelines Mailed to Potential Applicants.
- November 23, 2015: Posting of FFY 2017 Highway Safety Funding Guidelines on the SC Department of Public Safety's website: www.scdps.gov/ohsjp/
- November 30, 2015: Deadline for Registering for OHSJP Funding Guidelines Workshop. **Please contact Ms. Katy Schumpert of the Office of Highway Safety and Justice Programs at (803) 896-9950 or toll free at 1-877-349-7187 by no later than 5:00 pm on November 30, 2015, to register for the Highway Safety Funding Guidelines workshop. Seating is limited.**
- December 2, 2015:** Highway Safety Funding Guidelines Workshop for Grant Applicants at the following location and time:
- 9:30 am - 12:00 pm at the South Carolina Law Enforcement Officers Hall of Fame Auditorium located at 5400 Broad River Road, Columbia, SC 29212.
- February 5, 2016: Due Date for Grant Applications. In order to be considered for funding, **all grant applications must be received electronically in the Office of Highway Safety and Justice Programs by 5:00 p.m. on Friday, February 5, 2016. Applications received after 5:00 pm on February 5, 2016, will not be considered. The grant application must be completed using the Office of Highway Safety and Justice Programs' Grants Management Information System (GMIS), which is an online application process. The GMIS can be accessed through the South Carolina Department of Public Safety website at www.scdps.gov/ohsjp/.**
- September 2016: FFY 2017 Grant Awards Issued with Funding Beginning October 1, 2016. Notification of Applicants Not Approved for Funding.
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DESCRIPTION OF SOUTH CAROLINA'S TRAFFIC COLLISION PROBLEM

Preliminary statistics based on 2014 calendar year (CY) (01/01/14-12/31/14) Data: Statistics for South Carolina indicate that during 2014, 119,070 traffic collisions were reported; this is a 5.1% increase from 2013, when 113,264 collisions were reported. Collisions in CY 2014 resulted in an estimated 824 fatalities and 52,995 injuries. The number of traffic deaths in CY 2014 was 824, or 7.4% higher than in 2013, when 767 persons were fatally injured in South Carolina traffic collisions. The estimated economic loss to the state from traffic crashes in 2014 was \$3,900,000,000. This total, however, does not reflect the human toll of pain and suffering.

Mileage Death Rate: The state's mileage death rate (MDR), or traffic fatalities per 100 million miles of travel, in 2014 was 1.65, a 5.1% increase from 2013. According to the most recent data available, the national mileage death rate in 2014 was 1.18. Based on 2014 figures, South Carolina's MDR of 1.65 was 40% higher than the national mileage death rate of 1.18.

2014 Collision Statistics: Breaking collision statistics down by time in CY 2014 indicated the following:

- * 1 Traffic Collision was reported every 4.6 minutes.
- * 1 Traffic Death was reported every 10.6 hours.
- * 1 Non-fatal Traffic Injury was reported every 10.3 minutes.
- * 1 Property-Damage-Only Collision was reported every 6.2 minutes.

In 2014, South Carolina had 3,668,378 licensed drivers who operated 4,229,277 registered motor vehicles on a roadway system of over 66,000 miles of streets and highways. South Carolina has the fifth largest state-maintained highway system in the nation.



DUI Involvement in Collisions: According to NHTSA's Fatality Analysis Reporting System (FARS) data, alcohol-impaired fatalities for 2013 totaled 335. The SC Department of Public Safety's statistics for 2014 indicate approximately 5,780 collisions involving a driver under the influence of alcohol and/or drugs (DUI), resulting in a preliminary figure of 4,089 persons injured. FARS data also stated that there were a total of 1,027 drivers involved in fatal collisions in South Carolina during 2013. Of the 1,027 drivers, 325 of these drivers or operators had a blood alcohol concentration (BAC) of .08 or greater, which accounted for 31.6% of all drivers involved in fatal crashes. Of the 5,780 total DUI-related collisions, 4.7% were fatal crashes, 46.9% were injury crashes, and 43.2% were property-damage-only crashes. In 2014, the state experienced a 2.0% decrease in the number of DUI crashes as compared to the 5,899 which occurred in 2013.



Speed Involvement in Collisions: According to the SC Department of Public Safety's preliminary data for 2014, of the 52,995 total traffic-related injuries reported in 2014, 16,584, or 31.3%, occurred in speeding-related collisions. Injuries in speeding-related traffic crashes increased from 16,584 in 2013 to 17,022 in 2014, an increase of 2.6%, however, the percentage of traffic-related



injuries that occurred in speeding-related crashes decreased, from 32.6% in 2013 to 31.1% in 2014. Incapacitating injuries in speeding-related traffic crashes decreased from 1,026 in 2013 to 995 in 2014, a decrease of 3.0%. The percentage of traffic-related incapacitating injuries that occurred in speeding-related crashes decreased slightly, from 31.4% in 2013 to 31.2% in 2014. State data also shows that South Carolina's overall speeding-related fatalities decreased by 1.7%, from 299 fatalities in 2013 to 294 fatalities in 2014.

Five-Year Collision Data: In order to examine traffic collision trends over time, the Office of Highway Safety and Justice Programs's staff reviewed collision data for the period 2010-2014. During this five-year period, the state's MDR of 1.65 in 2010 decreased annually to a historical low of 1.57 in 2013 before increasing again to 1.65 in 2014. Collision statistics for the period are presented in the chart below.

**South Carolina Collision Statistics
2010 - 2014**

<u>Year</u>	<u># Collisions</u>	<u># Deaths</u>	<u># Injuries</u>	<u>Death Rate</u>
2010	107,673	809	48,707	1.65
2011	101,842	828	46,057	1.70
2012	108,262	863	50,064	1.76
2013	113,264	767	50,938	1.57
2014	119,070	824	50,299	1.65

Top Contributing Factors for CY 2014 Crashes

Injury Crashes:

- * Driving Too Fast for Conditions
- * Failure to Yield Right of Way
- * Driving Under the Influence of Alcohol and/or Drugs
- * Following Too Closely
- * Disregarding Signs/Signals/Etc.

Fatal Crashes:

- * Driving Too Fast for Conditions
- * Driving Under the Influence of Alcohol/Drugs
- * Failure to Yield Right of Way
- * Lying and/or Illegally in Roadway
- * Roadway Departure

Total Crashes:

- * Driving Too Fast for Conditions
- * Failure to Yield Right of Way
- * Following Too Closely
- * Improper Lane Usage/Change
- * Distracted/Inattention



Location of Highest Numbers of Property-Damage-Only Crashes: During the five-year period from 2010-2014, the five counties with the highest number of property-damage-only collisions were Greenville, Charleston, Richland, Horry, and Spartanburg.

Location of Highest Numbers of Injury Crashes: The locations of the largest numbers of injury collisions during the five-year period 2010-2014 were Charleston, Greenville, Richland, Horry, and Lexington Counties.

Location of Highest Numbers of Fatal Crashes: The locations of the largest numbers of fatal crashes during the five-year period 2010-2014 were Greenville, Horry, Charleston, Anderson, and Richland Counties.

Driver Groups Involved in Crashes: During the five-year period, the age groups with the highest number of drivers involved in crashes (presented in order) included drivers ages 20-24, 25-29, and 15-19. Drivers under the age of 21 continued to be over-represented in traffic crashes based on the size of the category of licensed drivers in this group. Males continued to be involved in a higher percentage and number of crashes than female drivers.

An Analysis by the Office of Highway Safety and Justice Programs: Based on traffic data over the five-year 2010-2014 period, the charts on pages 6-8 show counties in the state of South Carolina which lead the state in statistical categories regarding fatal and severe injury crashes (number fatal and severe injury, number speed-related, percentage speed-related, number DUI-related, and percentage DUI-related). Grant projects submitted for FFY 2017 impacting counties listed and ranked in the tables, which lead in the above-referenced statistical categories, will be given priority for federal funding.



2017 Highway Safety Funding Guidelines

All Fatal and Severe Injury Collisions South Carolina 2010-2014

County	2010	RANK	2011	RANK	2012	RANK	2013	RANK	2014	RANK	2010-2014	RANK	5 yr Average	Average Rank
Abbeville	31	31	23	35	12	43	26	31	13	41	105	37	21	36.2
Aiken	120	9	97	11	73	15	82	12	91	11	463	11	92.6	11.6
Allendale	4	46	4	46	6	45	11	45	11	43	36	45	7.2	45.0
Anderson	136	7	147	7	164	7	149	7	139	7	735	8	147	7.0
Bamberg	26	35	11	44	14	42	20	36	11	43	82	43	16.4	40.0
Barnwell	16	42	31	28	21	38	18	38	32	29	118	34	23.6	35.0
Beaufort	93	14	83	14	102	12	67	16	95	10	440	13	88	13.2
Berkeley	118	10	132	8	194	6	187	5	153	6	784	6	156.8	7.0
Calhoun	14	44	17	41	20	39	19	37	18	38	88	41	17.6	39.8
Charleston	303	1	290	2	301	3	314	1	304	2	1512	2	302.4	1.8
Cherokee	29	32	46	24	40	26	39	26	56	20	210	26	42	25.6
Chester	38	28	31	28	27	33	30	29	33	28	159	30	31.8	29.2
Chesterfield	45	25	27	32	34	29	36	27	35	27	177	28	35.4	28.0
Clarendon	27	33	23	35	29	30	24	32	21	36	124	31	24.8	33.2
Colleton	60	19	66	20	68	16	57	19	44	24	295	19	59	19.6
Darlington	41	27	52	22	46	24	52	21	59	17	250	23	50	22.2
Dillon	33	30	18	40	29	30	16	40	28	30	124	31	24.8	34.0
Dorchester	99	13	98	10	113	10	78	13	70	15	458	12	91.6	12.2
Edgefield	21	37	36	26	22	36	14	43	8	45	101	39	20.2	37.4
Fairfield	18	40	26	33	28	32	22	34	26	33	120	33	24	34.4
Florence	116	11	96	12	103	11	93	11	78	13	486	10	97.2	11.6
Georgetown	50	23	35	27	67	17	71	14	46	22	269	21	53.8	20.6
Greenville	275	2	254	3	305	2	309	2	276	3	1419	3	283.8	2.4
Greenwood	66	17	75	17	59	20	47	23	39	26	286	20	57.2	20.6
Hampton	27	33	21	38	23	35	24	32	20	37	115	35	23	35.0
Horry	269	3	304	1	322	1	307	3	330	1	1532	1	306.4	1.8
Jasper	59	21	58	21	50	23	46	24	46	22	259	22	51.8	22.2
Kershaw	54	22	40	25	42	25	50	22	28	30	214	25	42.8	24.8
Lancaster	60	19	68	19	57	22	56	20	83	12	324	18	64.8	18.4
Laurens	61	18	77	16	67	17	63	17	58	18	326	17	65.2	17.2
Lee	15	43	15	43	16	41	12	44	16	40	74	44	14.8	42.2
Lexington	136	7	171	6	151	8	142	8	137	8	737	7	147.4	7.4
Marion	24	36	17	41	24	34	22	34	27	32	114	36	22.8	35.4
Marlboro	20	38	24	34	17	40	15	41	26	33	102	38	20.4	37.2
McCormick	9	45	10	45	5	46	6	46	6	46	36	45	7.2	45.6
Newberry	38	28	31	28	39	27	36	27	26	33	170	29	34	28.6
Oconee	48	24	50	23	58	21	27	30	48	21	231	24	46.2	23.8
Orangeburg	92	15	82	15	82	14	97	10	75	14	428	14	85.6	13.6
Pickens	101	12	71	18	88	13	68	15	69	16	397	15	79.4	14.8
Richland	199	4	182	4	200	4	205	4	180	4	966	4	193.2	4.0
Saluda	18	40	22	37	22	36	15	41	13	41	90	40	18	39.0
Spartanburg	160	5	173	5	195	5	185	6	178	5	891	5	178.2	5.2
Sumter	79	16	84	13	66	19	63	17	58	18	350	16	70	16.6
Union	19	39	21	38	12	43	17	39	18	38	87	42	17.4	39.4
Williamsburg	43	26	28	31	37	28	41	25	42	25	191	27	38.2	27.0
York	139	6	130	9	124	9	124	9	127	9	644	9	128.8	8.4
Total	3,449		3,397		3,574		3,402		3,297		17,119			



2017 Highway Safety Funding Guidelines

All Fatal and Severe Injury DUI Alcohol and/or Drug Collisions South Carolina 2010-2014

County	2010	RANK	2011	RANK	2012	RANK	2013	RANK	2014	RANK	2010-2014	RANK	Average Rank
Abbeville	9	29	3	38	6	32	10	25	4	36	32	31	32.0
Aiken	34	8	30	9	23	12	23	13	26	9	136	10	10.2
Allendale	2	45	2	43	1	44	2	41	0	46	7	46	43.8
Anderson	38	7	38	6	50	4	50	4	35	7	211	6	5.6
Bamberg	7	31	4	34	1	44	2	41	4	36	18	42	37.2
Barnwell	3	43	9	26	2	42	4	39	4	36	22	37	37.2
Beaufort	19	18	14	21	18	18	16	18	19	14	86	17	17.8
Berkeley	27	13	32	8	35	8	46	5	31	8	171	8	8.4
Calhoun	4	40	2	43	2	42	5	34	5	28	18	42	37.4
Charleston	47	5	33	7	32	9	33	8	39	5	184	7	6.8
Cherokee	9	29	13	22	14	23	8	28	12	23	56	25	25.0
Chester	15	23	9	26	8	30	7	32	8	26	47	28	27.4
Chesterfield	19	18	9	26	13	25	13	23	5	28	59	24	24.0
Clarendon	5	35	2	43	10	29	7	32	4	36	28	34	35.0
Colleton	13	25	11	24	14	23	9	27	5	28	52	27	25.4
Darlington	16	21	15	18	20	16	14	21	13	22	78	19	19.6
Dillon	5	35	4	34	5	36	5	34	5	28	24	36	33.4
Dorchester	12	26	17	17	22	14	18	16	14	19	83	18	18.4
Edgefield	4	40	15	18	7	31	1	45	4	36	31	33	34.0
Fairfield	6	33	10	25	4	38	5	34	9	25	34	30	31.0
Florence	28	12	20	15	29	10	27	11	23	12	127	11	12.0
Georgetown	12	26	7	30	13	25	15	20	16	18	63	23	23.8
Greenville	71	1	72	1	94	1	96	1	89	1	422	1	1.0
Greenwood	16	21	22	12	15	19	10	25	14	19	77	20	19.2
Hampton	3	43	4	34	5	36	1	45	5	28	18	42	37.2
Horry	56	2	54	3	88	2	60	3	53	2	311	2	2.4
Jasper	5	35	8	29	6	32	8	28	5	28	32	31	30.4
Kershaw	20	16	7	30	19	17	20	14	5	28	71	22	21.0
Lancaster	20	16	15	18	24	11	16	18	18	15	93	16	15.6
Laurens	26	14	22	12	23	12	25	12	26	9	122	12	11.8
Lee	6	33	1	46	4	38	5	34	6	27	22	37	35.6
Lexington	46	6	58	2	58	3	38	7	49	3	249	4	4.2
Marion	4	40	3	38	6	32	5	34	4	36	22	37	36.0
Marlboro	5	35	6	32	4	38	3	40	2	45	20	40	38.0
McCormick	2	45	3	38	1	44	2	41	3	43	11	45	42.2
Newberry	15	23	6	32	13	25	12	24	10	24	56	25	25.6
Oconee	19	18	12	23	21	15	8	28	14	19	74	21	20.6
Orangeburg	30	10	22	12	15	19	31	10	17	17	115	13	13.6
Pickens	32	9	27	11	15	19	19	15	21	13	114	14	13.4
Richland	53	4	50	4	50	4	65	2	46	4	264	3	3.6
Saluda	5	35	3	38	6	32	8	28	3	43	25	35	35.2
Spartanburg	56	2	43	5	39	7	41	6	37	6	216	5	5.2
Sumter	24	15	19	16	15	19	18	16	18	15	94	15	16.2
Union	7	31	3	38	4	38	2	41	4	36	20	40	36.8
Williamsburg	12	26	4	34	12	28	14	21	5	28	47	28	27.4
York	30	10	28	10	40	6	32	9	25	11	155	9	9.2
Total	897		791		906		859		764		4,217		



2017 Highway Safety Funding Guidelines

Speed/Too Fast for Conditions Fatal and Severe Injury Collisions South Carolina 2010-2014

County	2010	RANK	2011	RANK	2012	RANK	2013	RANK	2014	RANK	2010-2014	RANK	Average Rank
Abbeville	11	31	10	32	9	34	16	24	6	39	52	31	32.0
Aiken	43	7	29	11	14	24	24	15	28	13	138	12	13.4
Allendale	1	46	2	46	2	46	6	39	4	41	15	46	45.6
Anderson	47	6	43	7	55	7	54	7	39	8	238	7	5.4
Bamberg	8	35	6	41	5	42	7	38	4	41	30	42	40.0
Barnwell	3	43	8	34	4	43	4	43	17	23	36	40	38.6
Beaufort	18	20	19	16	25	15	15	27	36	9	113	17	17.4
Berkeley	37	8	35	10	56	5	64	4	46	7	238	7	7.4
Calhoun	4	42	5	42	6	39	8	37	7	36	30	42	42.0
Charleston	76	2	83	1	68	3	69	3	66	3	362	2	2.4
Cherokee	12	30	16	24	18	21	17	22	22	17	85	22	23.2
Chester	13	29	8	34	8	37	13	29	16	24	58	30	32.4
Chesterfield	14	28	7	38	12	31	11	32	15	27	59	29	28.4
Clarendon	8	35	11	29	9	34	10	34	10	33	48	33	28.0
Colleton	18	20	18	18	26	14	17	22	16	24	95	20	16.4
Darlington	15	25	19	16	20	20	27	12	30	12	111	18	19.4
Dillon	16	23	4	44	8	37	1	46	13	31	42	37	35.0
Dorchester	19	19	37	9	40	10	19	21	26	14	141	11	12.8
Edgefield	11	31	16	24	9	34	6	39	3	43	45	35	32.6
Fairfield	7	40	11	29	14	24	13	29	7	36	52	31	33.4
Florence	36	9	15	26	21	17	25	14	19	19	116	16	15.8
Georgetown	10	34	7	38	24	16	22	18	19	19	82	24	29.6
Greenville	84	1	55	4	72	2	81	1	70	2	362	2	2.6
Greenwood	28	13	29	11	21	17	26	13	13	31	117	15	16.8
Hampton	11	31	5	42	14	24	12	31	5	40	47	34	35.8
Horry	68	3	76	2	75	1	75	2	76	1	370	1	2.0
Jasper	16	23	17	22	13	28	20	19	19	19	85	22	28.6
Kershaw	21	16	15	26	10	33	14	28	8	34	68	28	23.0
Lancaster	15	25	18	18	13	28	16	24	26	14	88	21	21.0
Laurens	24	15	38	8	30	11	37	10	24	16	153	10	12.4
Lee	2	45	7	38	6	39	4	43	1	46	20	44	37.6
Lexington	29	12	44	6	57	4	62	5	54	6	246	6	9.2
Marion	3	43	8	34	12	31	6	39	7	36	36	40	35.6
Marlboro	8	35	8	34	4	43	9	35	15	27	44	36	35.8
McCormick	5	41	4	44	3	45	2	45	2	45	16	45	42.4
Newberry	15	25	11	29	21	17	20	19	14	30	81	26	24.2
Oconee	20	18	18	18	13	28	11	32	15	27	77	27	24.2
Orangeburg	27	14	17	22	28	12	32	11	31	11	135	13	13.4
Pickens	33	11	29	11	27	13	24	15	22	17	135	13	12.8
Richland	55	4	47	5	56	5	62	5	63	4	283	4	3.8
Saluda	8	35	12	28	14	24	5	42	3	43	42	37	32.0
Spartanburg	51	5	61	3	51	8	51	8	61	5	275	5	5.6
Sumter	21	16	20	15	18	21	23	17	19	19	101	19	18.4
Union	8	35	10	32	6	39	9	35	8	34	41	39	35.0
Williamsburg	17	22	18	18	15	23	16	24	16	24	82	24	24.0
York	35	10	29	11	45	9	47	9	34	10	190	9	9.2
Total	1,031		1,005		1,077		1,112		1,055		5,280		



ASSISTANCE IN DEVELOPING GRANT PROPOSALS

Research Assistance

Applicants are encouraged to visit the following websites for a wealth of research information (including, but not limited to, crash statistics) for developing Highway Safety grant applications:

- National Highway Traffic Safety Administration (NHTSA): www.nhtsa.dot.gov
- Statistical Services Section of the SC Department of Public Safety's Office of Highway Safety and Justice Programs: www.scdps.gov/ohsjp/stat_services.asp

Assistance from Office of Highway Safety and Justice Programs

Applicants are strongly encouraged to contact the Office of Highway Safety and Justice Programs (OHSJP) for assistance and guidance in completing and submitting grant applications (e.g., forming appropriate project goals, objectives, evaluation measures, etc.). Listed below are contact names and program area(s) of expertise. OHSJP staff can be reached toll free at 1-877-349-7187.

- Cothea Scott: Police Traffic Services/Speed Enforcement, Occupant Protection, Pedestrian Safety, Two-wheel Vehicle Safety
- Christine Tull: Impaired Driving Countermeasures
- Lt. Doug Connelly: Traffic Records
- Craig Luccy: Questions regarding the completion of the budget pages (pp. 1–6 of the Highway Safety Grant Application)

All other questions can be directed to LaToya Grate, Grants Administration Manager, of OHSJP.

PRIORITY EMPHASIS AREAS ELIGIBLE FOR FUNDING IN FFY 2017

Impaired Driving Countermeasures: The enforcement, adjudication, education, and systematic improvements necessary to impact impaired driving. This includes programs focusing on youth alcohol traffic safety issues. See pages 11-12 and 14-17 for additional information regarding applying for a grant under this program area.



Occupant Protection: The development and implementation of programs designed to increase usage of safety belts among all age groups and proper usage of child restraints. See pages 16-17 for additional information regarding applying for a grant under this program area.



Police Traffic Services/Speed Enforcement: The development or enhancement of traffic enforcement programs necessary to directly impact traffic crashes, fatalities, and injuries. Speeding programs are a priority; however, these programs should also include attention to DUI enforcement and occupant protection. Components of grant proposals may also include efforts to educate and improve the driving skills, attitudes, and behaviors of young drivers, 20 or younger. See pages 12-13 for additional information regarding applying for a grant under this program area.



Traffic Records (Statewide Emphasis): The continued development and implementation of a statewide program (the South Carolina Collision and Ticket Tracking System, or SCCATTS) designed to enhance the collection, analysis, and dissemination of collision data, increasing the capability for identifying and alleviating highway safety problems.

**Other Potential Funding Areas**

Other program areas may be eligible for funding in FFY 2017 including Motorcycle Safety, Pedestrian Safety, and Bicycle Safety. Please contact LaToya Grate of the Office of Highway Safety and Justice Programs at 1-877-349-7187 for information on applying for a grant in these potential funding areas.



PRIORITY EMPHASIS AREA PROGRAM DESCRIPTIONS

ENFORCEMENT PROJECTS

The following projects are eligible for funding in FFY 2017:

1. Impaired Driving (DUI) Enforcement Programs (Statewide and Community)



In order for impaired driving enforcement programs to be considered for funding, state and local crash data and traffic records analyses must be available to fully justify the requirement for an impaired driving enforcement team. Jurisdictions must have a high incidence of alcohol and/or drug-related crashes or a significant increase over the previous year in order to justify a proposal. Collision data and analyses, along with citation data, should be used to clearly indicate a major impaired driving problem and to demonstrate that increased enforcement will have a major impact on the reduction of drug and/or alcohol-related traffic crashes. The traffic officers assigned to such programs must be highly trained and skilled in order to detect a potential DUI. They must be able to administer proper field sobriety tests, videotape the suspect, supervise administration of the breath test during booking proceedings, and provide adequate case documentation for court presentation.

Proposals for either statewide or community Impaired Driving Enforcement Programs must:

- a. Describe how the enforcement effort will be initiated to increase DUI arrests and to reduce alcohol/drug-related crashes, to include an enforcement plan detailing specific days/nights of the week and hours the specialized impaired driving enforcement will be conducted. **Grant-funded personnel must work only night and weekend shifts between the hours of 3 pm and 6 am, except in cases in which an officer is required to appear in court or scheduled to attend specialized training.** Provide an enforcement plan and a sample monthly schedule of the grant-funded officers;
- b. List the enforcement tools, such as video equipment, needed to implement the project and cost projections. Explain how these tools will be utilized in furthering project objectives;
- c. Demonstrate/discuss the department's commitment to the program. Include a detailed description as to how the department intends to provide continuing support, both programmatic and financial, after the end of the grant period;



- d. Describe the public information and educational program to be implemented as a part of the program. Such a program should focus on the risks of drinking and driving and the likelihood of apprehension through the program. These programs should focus on certain groups that have been identified as being at high risk for driving under the influence (i.e., males ages 25-34) and repeat offenders;
- e. Describe the need for this specialized program, based on the number of DUI-related crashes, injuries, and fatalities now occurring in the area to be covered by the program; and
- f. Demonstrate and document the increase in personnel and personnel hours planned for impaired driving enforcement.

2. Speed (Police Traffic Services)



In order for traffic enforcement proposals to be considered for funding, state and local crash data and traffic records analyses must be available to fully justify the requirement for increased traffic enforcement.

Jurisdictions must have a high incidence of crashes or a significant increase over the previous year in order to justify a proposal. Collision data and analyses, along with citation data, should be used to clearly indicate a major problem and to demonstrate that increased enforcement will have a major impact on the reduction of traffic crashes.

- a. Programs initiating a traffic division within cities or counties must ensure and document the department's commitment to operate a comprehensive traffic enforcement program, not only during the grant period, but after federal funds are no longer available. These programs must develop and implement an enforcement plan to address the issue of speed enforcement primarily, but should also include enforcement for alcohol and drug impaired driving, safety belt use and child passenger safety laws, and other hazardous driving actions. Sufficient manpower must be provided to have an effective impact on collision reduction.
- b. Proposals may establish, on a statewide or community level, specialized speed, DUI, occupant protection, or other selective traffic enforcement programs using full-time employment to concentrate on areas of known speeding activity, high DUI, or a high collision rate.
- c. The purchase of equipment will not be considered unless the equipment is required to develop a new traffic enforcement unit, to improve an ongoing traffic enforcement program, or to support a statewide enforcement campaign. **Refer to pages 24-25 of this document for a sample listing of allowable equipment.** Support equipment required to implement an



enforcement program must be fully justified and must have a direct effect upon the apprehension and conviction of traffic offenders.

- d. Priority will be given to those agencies actively participating in the South Carolina Law Enforcement Network (SCLEN). Agencies applying for and receiving funding for police traffic services/speed enforcement programs must agree to continue or begin participation in the SCLEN.
- e. Continuation programs must provide an analysis of the results of the previous year's activities (e.g., the number of speeding citations compared with previous years, the number of DUI arrests compared with previous years, the number of citations for other violations issued compared with previous years, the number of traffic crashes and fatalities compared with previous years, etc.).
- f. Agencies applying for and receiving funding for police traffic services/speed enforcement programs must agree to assist the Office of Highway Safety and Justice Programs in promoting National Child Passenger Safety Week (September), occupant protection and impaired driving statewide mobilization campaigns, and Drunk and Drugged Driving (3D) Prevention Month (December).
- g. All applications should address how funding will serve to decrease the number of collisions, injuries, and fatalities in their respective jurisdictions through increased enforcement and educational efforts. Subgrantees funded for traffic safety enforcement units must ensure that the level of enforcement for traffic-related offenses is increased above and beyond enforcement levels experienced prior to the establishment of the grant-funded unit.
- h. All police traffic services/speed enforcement programs must incorporate DUI enforcement and occupant protection enforcement (to include night-time safety belt enforcement) as major components of their effort.
- i. All police traffic services/speed enforcement programs must include educational, media, and training components to support the enforcement program.



ADJUDICATION/PROSECUTION PROJECTS

The following projects are eligible for funding in FFY 2017:

1. Traffic Safety Resource Prosecutor

A Traffic Safety Resource Prosecutor (TSRP) project would provide critical support to enhance the capability of the states' prosecutors and law enforcement to effectively prosecute traffic safety violations. Proposals for projects that establish a Traffic Safety Resource Prosecutor must:

- a. Assess training needs and develop and provide training programs for prosecutors, law enforcement officers, and other traffic safety professionals with an emphasis on the effective prosecution of impaired driving cases;
- b. Provide technical assistance and legal research to prosecutors on a wide variety of legal issues, including probable cause, Standardized Field Sobriety Testing (SFST), implied consent, breath/blood testing, accusatory instruments, pre-trial procedures, trial practice, and appellate practice;
- c. Serve as a resource to prosecutors in the state on impaired driving and other traffic cases;
- d. Prepare briefs, legal memoranda, and other pleadings for use at hearings, trials, or on appeal of such cases;
- e. Train and provide technical assistance to state, local, and county law enforcement in methods of evidence gathering, especially newly emerging technology and trial techniques, which will improve the ability of prosecutors to effectively prosecute impaired driving cases;
- f. Coordinate with the Office of Highway Safety and Justice Programs to serve as the liaison with additional prosecutors to enable them to become more involved in traffic safety initiatives;
- g. Respond to written and verbal inquiries made by prosecutors concerning criminal law, associate administrative issues, procedure, or special problems, and offer competency and expertise in providing a broad range of technical assistance and support services for prosecuting traffic safety offenses;
- h. Meet regularly with law enforcement agencies to explain prosecutorial policy, answer questions, and receive suggestions; foster improved law enforcement/prosecutor cooperation; strengthen effective law enforcement and



prosecution strategies; and regularly apprise prosecuting attorneys on evolving areas of traffic safety law;

- i. Serve as a regular and full participant in the state's Impaired Driving Prevention Council.
- j. Provide consultation on and prosecute, or serve as second chair on, difficult impaired driving cases at various locations around the state.

2. Continuation of Special DUI Prosecutor

The goal of this project category is to continue to increase the conviction rate of DUI offenders in Berkeley County, where there is a backlog of South Carolina Highway Patrol (SCHP) DUI cases as well as a problem of effectively prosecuting DUI jury trials by the SCHP. Project applications must:

- a. Provide the number of *nolle prosequere* cases, or the number of cases dismissed over the past three years, and the average of these cases;
- b. Demonstrate that the targeted county has a substantial backlog of DUI cases. Comparisons with the backlogs of other jurisdictions would be helpful. The age of backlogged cases should also be provided;
- c. Outline DUI-related training to be provided for the assigned prosecutor, including improving officer knowledge of DUI investigative techniques and current statutory and case law developments;
- d. Establish special goals for increasing the jury trial conviction rate of Summary Court DUI prosecutions and for decreasing the DUI case backlog;
- e. Discuss how the project will be evaluated;
- f. Discuss how DUI cases are currently being handled with existing staff;
- g. Provide a sound approach for project implementation; and
- h. Provide the conviction rate for the previous three years, by county, in the judicial circuit.



OCCUPANT PROTECTION AND EDUCATION/OUTREACH PROJECTS

1. Innovative Community Safety Belt Projects and Projects Focusing on Minority Groups, Rural Populations, and Youth Safety Belt Use

A need exists to implement community projects that include minority groups, rural populations, and young drivers, to encourage and promote safety belt and passive restraint use. Priority will be given to community-wide initiatives using innovative and creative approaches to encourage/promote the proper use of occupant restraints and to increase usage rates. While limited public information and education efforts may be a component of a community safety belt project, the primary focus should not be media centered.

Schools are an important arena in which to reach students, parents, and others who transport students. Studies have indicated that children can be very influential in promoting safety belt usage in families. Studies have also shown that teenagers and young males are over-represented in fatal and injury crashes. Traditionally, belt usage rates among these groups have been low.

Projects in this category should be comprehensive in scope to include the medical and business community in promoting highway safety in the schools. Projects should also be educational or promotional programs designed to measurably increase usage of safety belts among these population groups. Projects should also focus on entire school districts, involving students, parents, teachers, and administrators, and should be tied in to all school activities.

2. Education for Young People



Projects with a specific focus on young drivers age 20 or younger with education on alcohol and/or drugs, safety belt usage, and speeding will be given consideration. Educational projects are more focused on the young drivers and provide a longer exposure to the alcohol/drug and highway safety messaging than do public awareness (media) campaigns. Educational projects could include the conducting of mock DUI trials in schools, the conducting of actual DUI trials in high schools, and the implementation of victim impact panels. Parameters for an educational program include, but are not limited to, the following:

- a. Projects must accurately define the focus population. Young (20 or younger) drivers and/or young people who have not yet reached driving age are appropriate groups;



- b. Projects must specify a methodology for reaching the defined population. The methodologies designed should clearly outline the manner in which the group will be accessed and the projected number to be impacted by the project;
- c. Projects eligible for funding should be located in school districts, colleges, universities, and city or county agencies that deal with safety education or recreation;
- d. Educational projects should provide in-depth education to a specific population, measuring and evaluating that impact; and
- e. Applicants should identify in their proposal what existing highway safety education is now being done in the community by other organizations (MADD, SADD, local law enforcement, DHEC, etc.) and within the school system.



RESPONSIBILITIES OF FUNDED APPLICANTS

When a project is funded, the authorized official of the recipient agency enters into a written contractual agreement with the Department of Public Safety that outlines specific responsibilities. A few conditions of the agreement are:

Reporting Requirements

- Quarterly Progress Reports (programmatic)
- A Final Narrative Report

Claims

Claims for reimbursement are to be submitted on designated forms as issued by the SC Department of Public Safety, Office of Highway Safety and Justice Programs. Claims may be submitted no more than once each month and no less than once a quarter; however, claims are held if the grant recipient is delinquent in the submission of required reports. Failure to submit claims as required may result in project termination.

Procurement

Proper bidding procedures as required by federal, state, and local statutes (OMB Super Circular [2 CFR Part 200 Subparts A-F], 2 CFR Part 1201, and the SC Consolidated Procurement Code and Regulations) are to be followed. In addition,

- * Bid specifications/requests for proposals for purchases over \$10,000 must be reviewed and approved by Office of Highway Safety and Justice Programs staff prior to issuance; once bids/proposals are received, subgrantees must submit bids/proposals for review and approval prior to acceptance of any bid.
- * All contracts for services must be submitted for review and approval prior to execution. **Only under exceptional circumstances are sole source contracts approved.**
- * Purchases in excess of \$10,000 in the unit or aggregate and requiring approval of specifications/bid awards must be submitted through the standard approval process prior to August 1.
- * All grant-funded purchases must be requested, purchased, and invoiced on or before September 30. Therefore, any purchases made under this grant must be documented with purchase requisitions/purchase orders dated on or before September 30.



Agencies failing to follow these procedures will not receive reimbursement for such procurements. Purchases for items that are on a state contract do not require prior approval. However, recipient agency staff should verify contract dates prior to purchase to ensure that the contract is in existence at the time of purchase and includes both the contract number and expiration date on documentation submitted when reimbursement is requested.

Written Requests

- * Requests for grant revisions after a grant is awarded must be submitted through the GMIS to the Office of Highway Safety and Justice Programs prior to the implementation of the change. Revisions cannot be implemented until written approval is granted by the Office of Highway Safety and Justice Programs. Retroactive approval of revisions will not be granted, and costs incurred in such situations will not be reimbursed.
- * Specific out-of-state travel not identified in the Travel Section of the approved grant application budget must receive prior written approval from the Office of Highway Safety and Justice Programs. Without such approval, costs for the travel will not be reimbursed.

Personnel

- * Time sheets must be maintained for all grant-funded personnel, reflecting the hours worked on and charged to the project. If personnel are funded 100% through the grant, their activity must be 100% in support of activities agreed upon in the grant award. Costs for grant-funded personnel performing tasks outside the grant will not be reimbursed.
 - Grant-funded DUI personnel can only work nights and weekends (between the hours of 3 pm-6 am). Time worked outside of these hours should have the reason noted on the time sheet (i.e. court, presentation, training, etc.)
- * All personnel funded under a grant must be identified by name and date of hire. Any changes in grant personnel, reassignments, or terminations must be reported in writing. Costs for personnel services may be reimbursed only for work performed within the dates of hire. Work performed prior to the documented hire date or after the documented termination date under the grant cannot be reimbursed. Personnel costs can be reimbursed only for personnel specifically identified in the approved grant budget. If the budget specifies, for example, one (1) traffic officer at 100%, reimbursement of personnel expenses cannot be made for two officers, each working 20 hours of a 40-hour shift. Reimbursement can be made only for the one officer.



Special Activities

- * All agencies receiving Highway Safety Grant funds will be expected to assist the Office of Highway Safety and Justice Programs in promoting the observance of National Child Passenger Safety Week (September); Buckle Up, America! Week (May); and Drunk and Drugged Driving (3D) Prevention Month (December), as requested; all agencies receiving Highway Safety Grant funds will also participate in the statewide safety belt and DUI enforcement and public information and education campaigns.

Equipment Purchased with Grant Funds

- * All equipment purchased with Highway Safety grant funds must be used for the originally authorized grant purposes for as long as needed for those purposes. Agencies receiving funds to purchase equipment must notify the Office of Highway Safety and Justice Programs and request disposition instructions when (1) equipment becomes obsolete, and the agency desires to sell or dispose of the equipment; or (2) the equipment is no longer needed for the original purpose. No disposition of property can be made by the subgrantee until written instructions are provided by the Office of Highway Safety and Justice Programs.
- * Property Control records must be submitted for all equipment purchased with Highway Safety funds. The equipment is subject to a biennial property inventory to verify use in accordance with the original grant-funded activities.



OVERVIEW AND GENERAL FUNDING REQUIREMENTS/LIMITATIONS

The Office of Highway Safety and Justice Programs of the South Carolina Department of Public Safety is charged with the administration of highway safety programs throughout the state. Highway safety programs in South Carolina originated under the Highway Safety Act of 1966 and have promoted safety in a variety of areas through state and local projects.

On July 6, 2012, the Moving Ahead for Progress in the 21st Century Act (MAP-21) was signed into law, substantially restructuring highway safety grant programs administered by NHTSA. MAP-21 requires the Highway Safety Plan (HSP) to provide for a data-driven traffic safety enforcement program to prevent traffic violations, crashes, crash fatalities, and crash injuries in areas of the state most at risk for such incidents.

To be eligible for federal funds, each traffic safety problem must be substantiated through appropriate data analysis, and the proposed solutions must possess a potential for impact.

General Requirements:

All proposals submitted should demonstrate:

1. A highway safety problem/need exists;
2. A measurable impact on highway and traffic safety;
3. Cost effectiveness;
4. A comprehensive and systematic approach implemented in a well-defined geographic area;
5. A method for project evaluation (both performance and impact evaluation);
6. All cost items are an integral part of an approved highway safety program and have been justified accordingly.

Special Note Regarding Supplanting:

The replacement of routine and/or existing state or local expenditures with the use of federal grant funds and/or the use of federal grant funds for costs of activities that constitute general expenses required to carry out the overall responsibilities of a state or local agency is considered to be supplanting and is not allowable.



General Allowable Costs:

To be allowable, an applicant's costs must be necessary, reasonable, allocable, and used in accordance with appropriate statutes and implementing grant regulations. Highway Safety grant funds are to be used to support state problem identification, planning, and implementation of a program to address a wide range of highway safety problems that are related to human factors and the roadway environment and which contribute to the reduction of crashes, deaths, and injuries.

1. The following are some examples of eligible items for Highway Safety grant funding:
 - * Implementation of educational and promotional efforts to increase public compliance with occupant protection laws.
 - * Implementation of a comprehensive enforcement program for detecting, investigating, arresting, and convicting impaired drivers.
 - * Development and administration of countermeasures programs to correct identified problems.
 - * Program coordination for impaired driving prevention, public information, and education activities.
 - * Necessary mission-related equipment, training, and travel.
 - * Program management and administration.
 - * Evaluation of the effectiveness of program or project improvements.
 - * The cost of training is allowable using curricula developed by, equivalent to, or endorsed by DOT/NHTSA.
 - * Purchase of child restraint devices is allowable if they are in compliance with NHTSA performance standard FMVSS #213 for these devices.
 - * Development costs of new training curricula and materials are allowable if they will not duplicate materials already developed for similar purposes by DOT/NHTSA or by other states. This does not preclude modifications of present materials necessary to meet particular state and local instructional needs.
2. Costs are allowable for highway safety consultant services from universities, public agencies, non-government organizations, and individuals for state or local highway safety support services or products consistent with the applicable OMB Circular, provided applicable state procurement purchasing procedures are followed.
3. Costs are allowable to support a specific highway safety project with educational activities that offer specific educational items and/or appropriate printed materials. Documentation must be available to show that such activities do not violate state law. Educational items, activities, and any printed materials must directly relate to the project objectives.



4. Costs of meetings and conferences, in which the primary purpose is the documentable dissemination of technical information, are allowable, including meals, transportation, rental of meeting facilities, and other incidental costs.

Specific Examples of Allowable/Non-Allowable Costs:

The provisions stated in the following sections are not intended to deny flexibility in supporting potential traffic collision and injury reduction activities; however, the conditions do serve as a guide in describing costs that **are allowable or not allowable for highway safety funding**.

1. Personnel

Grant-funded personnel are allowable and must expend 100% of their time in the development, implementation, and evaluation of the activities specified in the approved grant application. Grant-funded traffic officers, for example, are provided to increase the level of traffic law enforcement in a jurisdiction. As such, they are prohibited from providing funeral escorts or parade duty. In addition, since the primary function of grant-funded officers is to prevent and reduce collisions, injuries, and fatalities by proactive enforcement measures, these officers should respond to traffic collisions only **in emergency situations**, such as when no other officer is available to respond, or during inclement weather when proactive enforcement is hindered.

2. Facilities

- a. The cost of land is not allowable.
- b. The cost of construction or reconstruction of driving ranges, towers, and skid pads is not allowable.
- c. The cost of construction, rehabilitation, remodeling, or office furnishings and fixtures for state, local, or private buildings or structures is not allowable. The following are some examples of those items considered as furnishings or fixtures, for which costs are not allowable:

Desk	Coat Rack	Floor Covering	Picture/Clock
Chair	Credenza	Storage Cabinet	Draperies
Table	Book Case	Portable Partition	Fixed Lighting
Filing Cabinet	Shelving	Office Planter	Lamp



3. Equipment –

- a. Costs for major (\$5,000 or more) equipment purchases require specific prior approval of NHTSA.
- b. Costs shall be allocated and pro-rated based on utilization for highway safety purposes where major multi-purpose equipment is a planned purchase.
- c. Purchase of the following equipment items is allowable only if they are part of a comprehensive traffic enforcement program:

NOTE: Equipment-only applications will not be considered for funding.

1. Vehicle Light Bar Package, 8-light strobe, takedown lights
(Must be mounted on exterior of vehicle)
2. Vehicle Passenger Transportation Cage or Safety Barrier for use between front seat and back seat to prevent rear seat occupants from injuring law enforcement front seat occupants
3. Vehicle Mobile Radio Unit
4. In-Car Mobile Video Unit
5. Recording accessories for In-Car Video Unit
6. Power Control Center
7. Hand-held radar units/LIDAR units. Devices must meet federal standards.
8. Siren-Speaker
9. Traffic Cones (SCDOT specification – Not to exceed \$25 each)
10. Push Bumpers
11. Fire Extinguishers
12. Electronic Siren
13. Cellular Phone-Basic Service
14. Passive alcohol sensors are not allowable.



15. Police vehicle – **Please note that grant-funded vehicles must only be used for the detection and apprehension of impaired and/or speeding motorists, or motorists committing other moving violations for the useful life of the vehicle. Vehicles purchased with grant funds must be BLACK in color and marked with specific “Target Zero” logos as indicated by the Office of Highway Safety and Justice Programs (also for the life of the vehicle). The agency is encouraged to follow current guidelines established for vehicular pursuits issued by the International Association of Chiefs of Police. Vehicles purchases must comply with the Buy America Act.**
16. Alcohol testing devices (Devices must be on the Conforming Product List issued by the U.S. Department of Transportation and the International Association of Chiefs of Police)
17. Purchase of mainframe computers is not allowable.
18. Purchase of weapons, uniforms, or badges is not allowable.
19. Stop sticks are not allowable.

NOTE: All equipment with a cost over \$5,000 and motor vehicles purchases must comply with the BUY AMERICA ACT:

The Buy America Act (BAA) prohibits subgrantees from using highway safety grant funds under Title 23 U.S.C. Chapter 4 §313 to purchase products, unless they are produced or assembled in the United States. This prohibition applies to steel, iron, and all manufactured products, unless the Secretary of Transportation has determined that it is appropriate to waive the BAA requirement.

If products are assembled in the United States, significant transformation must take place to comply with the BAA.

Subgrantees must have vendors complete the BAA Certificate for Compliance Form for purchases with highway grant funds to be eligible for reimbursement.

A product’s listing on State Contract does not certify that it complies with the BAA.



4. Travel

- a. The cost of international travel is not allowable, except as separately approved by NHTSA and the state.
- b. The Office of Highway Safety and Justice Programs must approve all requests for out-of-state travel in writing and in advance, unless the specific travel destination has been previously approved and is specifically listed in the Travel section of the approved application budget.
- c. The cost of day-to-day patrol mileage for a grant-funded officer is allowable based on the approved grant mileage rate.

5. Training

- a. Costs are allowable to pay for a grant-funded employee's salary while pursuing OHSJP-approved training.
- b. **The purchase of portable alcohol breath testing devices is allowable, but the devices may be used only in a training context.**

6. Alcohol Treatment Services

The cost of counseling and other alcohol and drug abuse treatment services, the cost of the promotion of such services, and the cost of any materials related to treatment services are not allowable.

Letters of Support:

Letters of support are requested with the grant application *only* if funds are requested for multi-agency traffic enforcement projects and other projects involving multiple partners.

Matching Requirements:

Grant applications are 100% federally funded for FFY 2017. No cash match is required for any eligible applicant.

Limitations of Federal Funding:

Federal funding is limited to the support of new highway safety activities, the upgrading/expansion of established highway safety activities, or both.



Indirect Cost Rates:

State Agencies: All indirect cost recoveries should be credited to the general fund with the exception of recoveries from research and student-aid grants and contracts. Each state agency receiving grants or contracts to which indirect costs may be charged must have an approved indirect cost rate. Agencies must prepare an indirect cost proposal, and submit it to the State Indirect Cost Officer for review and approval. The OHSJP reserves the right to negotiate indirect cost rate charges to a grant prior to award.

Local Agencies and Private, Non-Profit Organizations: Local agencies and private, non-profit organizations receiving federal funds are not authorized to recover indirect costs.



CRITERIA FOR GRANT APPLICATION REVIEW

Applications for proposed highway safety activities from qualified applicants will be reviewed by Office of Highway Safety and Justice Programs (OHSJP) staff in accordance with the review criteria listed below. Recommendations by the OHSJP staff will then be forwarded to the SC Public Safety Coordinating Council for its review/approval pursuant to Section 23-6-520, SC Code of Laws, 1976, as amended. Applications for funding will be reviewed on the following basis:

1. The degree to which the proposal addresses a national or state-identified problem area. Priority consideration will be given to applicants proposing major alcohol countermeasures, motorcycle safety, occupant protection, pedestrian safety, speed enforcement, and traffic records programs within the counties identified previously as having the highest numbers and percentages of alcohol- and/or speed-related traffic collisions, deaths, and injuries during the last three years.
2. The extent to which the proposal meets the published criteria within the specific guidelines.
3. The degree to which the applicant identifies, analyzes, and comprehends the local or state problems. **Applicants who do not demonstrate a traffic safety problem/need will not be considered for funding.**
4. The extent to which the proposal seeks to provide a realistic and comprehensive approach toward problem solution, including documenting coordination with local and state agencies necessary for successful implementation.
5. The assignment of specific and measurable objectives with performance indicators capable of assessing project activity.
6. The extent to which the estimated cost justifies the expected results.
7. The ability of the proposed efforts to generate additional identifiable highway safety activity in the program area; the ability of the applicant to become self-sufficient and to continue project efforts once federal funds are no longer available.
8. The ability of the applicant to successfully implement the project based on the agency's past experience in implementing similar projects; the capability of the agency to provide necessary administrative support to the project.
9. For continuation projects, the quality of work and the responsiveness to grant requirements demonstrated in past funding years; current or past grant performance, results of past monitoring visits, and the timeliness and thoroughness of required reports.



10. Applicants must not be delinquent in the submission of fines, fees, and surcharges to the State Treasurer's Office.
11. Law enforcement applicants must be current in the reporting of Public Contact Information to the SCDPS pursuant to Section 56-5-6560 of the South Carolina Code of Laws.

HIGHWAY SAFETY APPLICATION REVIEW CHECKLIST



ALL APPLICATIONS SHOULD BE REVIEWED PRIOR TO SUBMISSION USING THE CHECKLIST PROVIDED BELOW. IF THERE ARE ANY NEGATIVE ANSWERS, PLEASE REVISE YOUR APPLICATION TO ENSURE COMPLIANCE IN PROVIDING THE NECESSARY INFORMATION.

Yes	No	
—	—	1. Is the problem statement clear and concise?
—	—	2. Is sufficient information regarding the problem provided?
—	—	3. Has sufficient data been provided in the problem analysis to prove the problem?
—	—	4. Has adequate information on the current situation been provided in the problem analysis?
—	—	5. Are the objectives stated in measurable terms for specific time periods?
—	—	6. Does the narrative describe the project and discuss the tasks and activities proposed to correct the identified problem?
—	—	7. Will the performance indicators listed measure the attainment of stated objectives?
—	—	8. Has the source or method of collecting data to measure effect been identified?
—	—	9. Will the indicators listed measure the impact of program goals?
—	—	10. Has an evaluation plan been included in the application?
—	—	11. Has the subject of continuation of project activity for future years been adequately discussed?
—	—	12. If a continuation project, has a thorough analysis of the results of the previous year's project been included in the narrative?



2017 Highway Safety Funding Guidelines

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| — | — | 13. | Does the application fall under one of the program areas identified for funding? |
| — | — | 14. | Have all costs been satisfactorily justified according to the approach proposed? Has sufficient budget detail been given and all figures checked for accuracy? |
| — | — | 15. | Is the agency current in the submission of fines, fees, and surcharges? |
| — | — | 16. | Is the agency current in reporting Public Contact Information to the SCDPS pursuant to Section 56-5-6560 of the South Carolina Code of Laws? |